



SCOPE FOR MANICURIST EXAMINATION

THE LICENSE EXAMINATION

The examination consists of two-parts, a written part and practical part. Both parts are scheduled for the same day.

To pass the examination, you must achieve all of the following:

1. A total score of at least 300 points (75% out of a possible 400 points)
2. A score of at least 225 on the practical part
3. A score of at least 70 on the written part

If you pass both parts you will be issued a license immediately.

If you fail you will be given a form showing the scores in each category, the areas of failure, and an application form for re-examination with instructions.

SCOPE OF THE WRITTEN PART

100 POINTS

The written part consists of 100 multiple-choice questions in the following areas:

1. General Subjects: (a) Barbering and Cosmetology Act, (b) Rules and Regulations, (c) Health and Safety/Hazardous Substances (d) sanitation and disinfection, (e) safety procedures, (f) client consultation and analysis, (g) general chemistry, (h) product knowledge/terms
2. Anatomy and Physiology: (a) bacteriology, (b) disorders of skin and nails
3. Nail Care: (a) manicure and pedicure, (b) artificial nails (tips, wraps, acrylics, etc.)

NOTE: Due to the ongoing evaluation of our examination questions, some examinations may contain over 100 items, however, only 100 of the items will be used to compute a passing grade towards licensure.

Time allowed: 2 hours

SCOPE OF THE PRACTICAL PART

300 POINTS

The examiner will observe and grade your ability to perform manicuring, pedicuring and artificial nail services.

For each operation, the examiner will be grading such things as (1) demonstration of proper disinfection and sanitation techniques, client protection and safety; (2) set-up of necessary equipment; (3) preparation of model; and (4) ability to perform basic skills, including manicure, pedicure, acrylic nails, artificial nail tips, and nail wraps. Your personal cleanliness will be graded.

NOTE: Appointment examination booklets will be assigned to each station--therefore, you MUST READ AND FOLLOW YOUR APPOINTMENT EXAMINATION BOOKLET CAREFULLY. Manicure candidates may be doing examination services at different times during the examination.

Time allowed: 1 hour 45 minutes

EXAMINATION INSTRUCTIONS AND EQUIPMENT LIST

1. Each candidate should appear for the practical part of the examination dressed in a uniform with no marks of identification. Clothing and wearing apparel must be appropriate and meet requirements of sanitation and safety.)
2. Upon entering the examination facility, all candidates, models, interpreters, and interpreter/models **MUST** present a **VALID, CURRENT** government-issued photographic identification card:
 - a. A photographic Driver's License (any state), state identification card (any state), U.S. military identification, valid passport – any country (valid foreign passport with valid record of arrival/departure – form I-94 or processed for I-551 stamped in a valid foreign passport), United States immigration and naturalization issued identification, certificate of United States citizenship must be current and valid. All photographs must be recognizable as the person to whom the identification card was issued. The name on the admission letter must match the name on the photographic I.D. card.
 - b. The candidate must present an admission letter for admission to the examination site.
 - c. The interpreter and/or interpreter model must present a pre-authorized Form H, in addition to appropriate photographic identification as listed above.

CAUTION

CANDIDATES NOT COMPLYING WITH THE INSTRUCTIONS AND REQUIREMENTS LISTED COULD BE DENIED ADMISSION TO THE EXAMINATION

3. It is the candidate's responsibility to appear at the practical part of the examination with a person at least 15 years of age **who will submit to modeling** for a manicure and pedicure. Model must be in sufficient need of a manicure and pedicure in order to demonstrate skills in the use of file, pusher, and nipper.
Models must be free of infection, inflammation, eruptions, or abrasions upon skin surface of the arms, hands and feet.
Models may only serve once during any 30-day period.

NOTE: ANY MODEL WEARING FALSE FINGERNAILS OF ANY KIND MAY BE DISQUALIFIED

4. The following may **not** be used as models in the manicurist exam (Section 931 of the Board's Rules and Regulations):
- a person less than 15 years of age
 - a current or former student of a barbering, cosmetology or electrology school
 - a school owner or employee
 - an operator or instructor in barbering or cosmetology or any of its branches who is licensed by this or any other state
 - a person who has been, or is currently enrolled in an apprentice program for barbering, cosmetology or electrology

It is the responsibility of the candidate to appear at the examination with a sufficient quantity of supplies and the required instruments (in the proper working order and sanitary condition) to demonstrate all services given by a manicurist, including manicure, pedicure, the application of acrylic nails, artificial nail tips, and nail wraps.

5. The following minimum **supplies** and equipment will be **required** for the **practical part of the examination**:

A MANICURIST'S FULL WORKING EQUIPMENT AND SUPPLIES, INCLUDING:

(The check boxes are provided for the candidate's convenience when assembling these items.)

- | | |
|---------------------------------|---|
| <input type="checkbox"/> | 2 Pencil |
| <input type="checkbox"/> | Cotton |
| <input type="checkbox"/> 2-oz. | Hand Soap |
| <input type="checkbox"/> | Container and Supplies for Preparation of Wet and Dry Sanitary Maintenance Area |
| <input type="checkbox"/> | Container for Disinfection of Implements |
| <input type="checkbox"/> 8-oz. | Disinfectant Solution that Meets Requirements of Board Regulation |
| <input type="checkbox"/> 1-oz. | Polish Remover |
| <input type="checkbox"/> | Manicure Bowl and Brush |
| <input type="checkbox"/> 2 | Pedicure Tubs |
| <input type="checkbox"/> 2 | Emery Boards |
| <input type="checkbox"/> 1-oz. | Cuticle Solvent |
| <input type="checkbox"/> 1-oz. | Cuticle Oil or Cream |
| <input type="checkbox"/> 1-oz. | Hand Lotion |
| <input type="checkbox"/> 1-oz. | Liquid Polish (medium to dark shade) |
| <input type="checkbox"/> 1-ea | Cuticle Nippers and Scissors |
| <input type="checkbox"/> | Metal Cuticle Pusher |
| <input type="checkbox"/> | Plastic/Orangewood Stick |
| <input type="checkbox"/> | Sufficient Terry Towels for Manicuring Examination |
| <input type="checkbox"/> 1-pack | Paper Towels |
| <input type="checkbox"/> 6 | 1 oz. Portion Cups |
| <input type="checkbox"/> | First-Aid Supplies for Cuts |
| <input type="checkbox"/> | Sufficient Material and Equipment to Apply Acrylic Nails, Nail Tips, and Nail Wraps |
- Only Odor Free or Odorless Acrylic Formulas Will Be Allowed. **(The label on the acrylic formula must state that the product is odor free or odorless.)**